

**MINUTES****COSM****Commissioners****COSM Work and Legislative Session****Wednesday, November 8, 2017, 6:00 pm - 8:00 pm****Edgar M. Bosley Jr. Municipal Admin. Building****300 Mill Street, St. Michaels, MD****I. Call to Order - Pledge of Allegiance**

Present at the meeting were Commissioners Jaime Windon, Roy Myers, Michael Bibb, William Boos, and Joyce Harrod, Town Manager Jean Weisman, Legislative Clerk Suzanna Warnick, Police Chief Anthony Smith, Police Lieutenant Jeff Oswald and 12 members of the public. President Boos convened the Regular Working and Legislative Session of the Commissioners of St. Michaels at 6:00 p.m. in the meeting room of the Edgar M. Bosley, Jr. Municipal Building, 300 Mill Street, St. Michaels Maryland, and the Pledge of Allegiance was recited.

**II. Agenda Amendments**

The Commissioners made no amendments to the agenda.

**III. Announcements from COSM and Staff**

President Boos called upon Mrs. Weisman, who made public announcements as follows:

Mrs. Weisman and four Commissioners attended Chief Smith's most recent Coffee with a Cop session on Friday, November 4th, which was also well attended by the public. Mrs. Weisman said the next session would be December 1st at 8:00 a.m. at the library. Mrs. Weisman also noted that she and Commissioner Myers attended the Maryland Dept. of Transportation annual information meeting on November 7th, which revealed that the Route 33 upgrade plan included a widening of Route 33 at Railroad Avenue to accommodate a left turn lane. Mrs. Weisman added however, that three parking spaces in front of the cupcake shop would be lost to accommodate the turn lane. Mrs. Weisman continued, noting that Commissioner Bibb attended the Maryland Municipal League Fall Conference over the prior weekend. Mrs. Weisman said several Commissioners and staff attended the Talbot County Chamber of Commerce Economic Symposium last week. Mrs. Weisman encouraged anyone interested in serving on Town boards and commissions to apply as a number of member terms are expiring as of the end of December. Mrs. Weisman said she and Sarah Abel wanted to thank Commissioner Boos, Chief Smith and other officers for their assistance with the Walk to School event on the school grounds. Mrs. Weisman noted that there would be a meeting at the Library on December 7th at 6:00 p.m. to discuss the DCT circulator bus service to and from area stores. Commissioner Harrod said she that as of November 3rd, she was serving on the Character Counts Council working with 10th grade classes to help build character in young people. Commissioner Myers added that SHA would be including ADA

crosswalks in their upgrade plan for Route 33.

#### IV. Comments from the Public

There were no comments or announcements from the public.

#### V. Swearing-in of New Officer - Benjamin W Allen, and Introduction of - Jahaven Johnson

President Boos said he was pleased to introduce a new police officer for the Town of St. Michaels, Officer Ben Allen, and his wife Robin, and the Commissioners conducted the official public swearing in of Officer Allen. Chief Smith said Officer Allen would be a guest at the next Coffee with a Cop to talk about personal safety on December 1st. President Bose also introduced Jahaven Johnson, a candidate for police training, who would be joining the St. Michaels police force following his graduation in six months. Chief Smith welcomed Jahaven, noting that he would be the Town's youngest officer and a true native of St. Michaels, having been born and raised in the Town.

#### VI. Consent Agenda for Minutes, Department Reports and Event Permits

- **Minutes**

October 11, 2017 - COSM Regular Work & Leg Session

- **Department Reports for October 2017**

- **Event Permits**

– Application for Public Event from TriCycle and Run for a Free 5K Run along the Nature Trail on Nov 19, and Dec 10, 2017 and Jan 20, and Feb 17, 2018 from 9am to 10:30 am, for approx. 50-100 attendees

– Application for Public Event for 16th Annual Midnight Madness from St. Michaels Business Association on December 2, 2017 with Talbot Street road closure from 11:00 pm - 12:30 am for prize drawings

– Application for Public Event, Parade and Home Tour for Christmas in St. Michaels 3-day event on December 8 - 10, 2017, for approx. 1000+ for parade and 1400 for home tour and use of St. Mary's Square

– Sign Permit Application for Hearts on Talbot for fundraiser for the St. Michaels Food Pantry; approx. 250 heart signs on utility poles along Talbot Street from Jan 15 - Feb 18, 2018 (4 days over allowed 30)

President Boos said approval of the Consent Agenda included approval of the minutes for the October 11, 2017 regular and legislative session, approval of departmental reports for the month of October 2017 and approval of event permits as noted above. Commissioner Myers urged that any outstanding items in the permit applications be pursued, and noted the request for four extra days for the posting of the Hearts on Talbot. Mrs. Weisman said that insurance and parking items had been received for Midnight Madness and staff was following up with other

outstanding requirements. The Commissioners had no objections or additional comments. As there were no comments from the public, President Boos made a motion to approve of the Consent Agenda as presented. The motion carried on a unanimous voice vote in favor.

#### VII. Bids and Contracts

- **800 S. Talbot Street Demolition**

Award of contract

President Boos announced that the Town had recently received and opened bids for the demolition of the building at 800 S. Talbot Street. Mrs. Weisman said the Town had received four bids and the low bidder was Bryan Farm Excavation and Grading. Mrs. Weisman said the firm had excellent references, that staff supported their bid, and that they could begin work the Monday after Thanksgiving, completing work in two weeks. Commissioner Harrod asked why Bryan Farm's bid was so low compared to the others. Commissioner Bibb said a smaller company would likely have lower overhead and could do the work for less. Commissioner Boos said both he and Mrs. Weisman were satisfied with the company's answers to questions about process and willing to give them a chance since it was demolition and not construction. After some additional discussion, Commissioner Myers made the motion to accept the low bid of Bryan Farm Excavation and Grading in the amount of \$39,000. Commissioner Bibb seconded it. Commissioner Bibb then made a motion to amend the above motion to allow the Police and Fire Department to do a training seminar at the building on or before November 27th or, demolition subject to it being done by the 27th. Commissioner Myers seconded the motion to amend, and it carried on a roll call vote of 5-0 in favor. The amended motion then passed on a roll call vote of 5-0 in favor.

#### VIII. Resolutions eligible for Vote

- **Resolution 2017-06 - Talbot County Hazard Mitigation Plan**

A RESOLUTION OF THE COMMISSIONERS OF ST. MICHAELS ADOPTING THE 2017 TALBOT COUNTY HAZARD MITIGATION AND COMMUNITY RESILIENCE PLAN AS THE TOWN'S 2017 HAZARD MITIGATION AND COMMUNITY RESILIENCE PLAN

President Boos introduced Jim Bass, who presented the County's Hazard Mitigation plan. After some discussion, Mrs. Weisman read the title of Resolution 2017-06, Talbot County Hazard Mitigation Plan into the record. Commissioner Harrod made the motion to adopt the County Plan as the Town's Hazard Mitigation Plan. Commissioner Bibb seconded the motion and the motion passed on a roll call vote of 5-0 in favor.

- **Resolution 2017-07 - Fiscal Policy Update**

A RESOLUTION OF THE COMMISSIONERS OF ST. MICHAELS TO ADOPT UPDATED FISCAL POLICY GUIDELINES FOR THE TOWN OF ST. MICHAELS

President Boos said that a lot of time and work had gone into getting the guidelines and the language, and funding components right for the Fiscal Policy, which was designed to support the Town's needs over the next thirty years. Mrs. Warnick read the title of Resolution 2017-07 into the record. President Boos provided highlights of the plan and a simplified explanation of the individual funds and their specific uses. Commissioner Myers added that every five years, the Commissioners have the

option to review the plan and update the funding. Commissioner Harrod asked how the water fund operated. Commissioner Myers said that the water fund would continue to operate as a separate entity and has a balance that has not changed with the updated fiscal policy. Mike Estrella of East Chew Street asked if tower maintenance was part the water fund. Mrs. Weisman said yes, water tower maintenance was planned for, but not part of regular maintenance. Jim Fulton of Cherry Street asked if inflation had been taken into account and Commissioner Boos said yes and explained the calculation. Commissioner Myers recommended purchasing the update tool. After some additional discussion, President Boos made a motion that Resolution 2017-07 be adopted as read with the addition that money be allocated to purchase the Foresight update tool. Commissioner Myers seconded it and the motion carried on a roll call vote of 5-0 in favor. President Boos thanked everyone who had contributed to the work on the study.

#### IX. Ordinances for Consideration or Introduction

- **Ordinance No. 485: Boat Dockage and Mooring**

AN ORDINANCE TO AMEND CHAPTER 101- BOATS AND BOATING, SUBCHAPTER 101-2. MOORING AT PUBLIC WHARVES, OF THE CODE OF THE TOWN OF ST. MICHAELS TO REGULATE THE MOORING OF BOATS TO THE PUBLIC WHARF AT HOLLIS PARK

Mrs. Weisman opened the discussion referencing resident Brian Ausley's letter, which she noted led to a review of signage, parking and the use of boatslips at the end of Cherry and Mulberry Streets, and docking along the public bulkhead. Mrs. Weisman said it was time to amend the regulations governing these areas and that the Commissioners had a draft of the amended Ordinance 485 before them for discussion. Mrs. Weisman said that the amended ordinance would be enforceable by the police, be complaint-driven, and subject to ticketing. Commissioner Myers said signage should indicate no overnight docking and 4-hour dockage during the day. Mrs. Warrick then read the title of the amended Ordinance 485 into the record. Commissioners Bibb and Harrod introduced the ordinance. Commissioner Bibb then made a motion to make the remaining two parking spaces at the foot of Cherry Street for slipholders only from May 1st to October 1st. Commissioner Harrod seconded the motion, which then passed on a roll call vote of 5-0 in favor.

#### X. Old Business

Annexation Resolution No. 2017-03 - Brooks Lane

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President Boos said there was only one item of old business - that of the Brooks Lane resolution. President Boos said that the resolution must be officially continued to the Commissioners' meeting on December 13th in order to remain active. The Commissioners agreed. President Boos made the motion to continue any action until the Dec 13th meeting. Commissioner Myers seconded, and the motion passed on a roll call vote of 5-0 in favor.

#### XI. Items for Discussion

- **Trash Collection Policy update**

Mrs. Weisman explained that the number of bulk items put out for pickup on trash day was getting too excessive for public works to handle. Mrs. Weisman added that people are abusing the service by putting out whole rooms of furniture, due to moving or evictions.

The Commissioners discussed wording changes, including language to designate where empty trash cans should be stored after trash pickup and on non-trash days, and limiting bulk items to two items. Mrs. Weisman said she would make the changes and put out the amended policy to the constant contact list to residents. President Boos made the motion to adopt the trash policy as amended and discussed (separating two sentences and removing statement regarding bulk items not collected. Commissioner Myers seconded it, and the motion passed on a roll call vote of 5-0 in favor.

## **XII. Commissioners Calendar**

The Commissioners discussed changes and additions to their agenda for the December meeting.

## **XIII. Announcement of Future Meetings**

Nov 10 2017 - Office closed for Veterans Day

Nov 23-24 2017 - Office closed for Thanksgiving Holiday

December 13, 2017 - 6:00 pm Town Office - COSM Regular Work and Legislative Session

## **XIV. Adjournment**

The meeting was adjourned at 7:25 p.m.

Public Participation: Members of the public may make comments and ask questions about items appearing on the "Consent Agenda" when they are presented. All other comments from the public will be taken during the period set aside for "Comments from the Public". To be recognized, a member of the public should raise his or her hand and wait to be recognized by the President. Comments and questions should be kept brief and to the point, and be directed to the President.